

RECORD OF TRAINING (REQUIRED ANNUALLY)

EMPLOYEE NAME: Ken McDonald

Designate the means used to verify that the employee understood the training. Put a check in the appropriate column/s below:

#1=Discussion; where employee showed knowledge of training

#2=Employee demonstrated procedure (hands on)

#3=Written test

"ALL" = ALL JONES BRANCH EMPLOYEES

		MONTH DUE	DATE HELD	EMPLOYEE'S SIGNATURE	TRAINER'S SIGNATURE	Column 1	Column 2	Column 3
ALL	Hazard Communication (ST) including MSDS	JAN	1-16-04	Ken McDonald	[Signature]	✓		
ALL	Contingency Plan	FEB	2-6-04	Ken McDonald	[Signature]	✓		
ALL	Personal Protective Equipment & Respiratory Protection Policy (S)	MAR	3-12-04	Ken McDonald	[Signature]	✓	✓	✓
ALL	Process Safety Management (S)(ST)	MAR	3-12-04	Ken McDonald	[Signature]	✓		
ALL	Safety Shoe Policy (S)	APR	4-5-04	Ken McDonald	[Signature]	✓		
ALL	Smoking Policy (S)	APR	4-5-04	Ken McDonald	[Signature]	✓		
ALL	Hazard Reporting Procedures (S)	MAY	5-7-04	Ken McDonald	[Signature]	✓		
ALL	Fire Prevention/Equipment/Use of Fire Extinguishers (S)	JUN	6-11-04	Ken McDonald	[Signature]	✓	✓	
ALL	First Aid Training(S)	JUL	7-16-04	Ken McDonald	[Signature]	✓		
ALL	General Safety Rules (S)	AUG	8-13-04	Ken McDonald	[Signature]	✓		
ALL	Plant Safety Rules (S)	AUG	8-13-04	Ken McDonald	[Signature]	✓		
ALL	Visitors Policy & Visitor's Safety Rules (S)	AUG	8-13-04	Ken McDonald	[Signature]	✓		
ALL	Spill, Leak or Release Guidelines (E)	SEPT	9-17-04	Ken McDonald	[Signature]	✓		
ALL	Operation of Emergency Eyewash & Safety Shower (S)	OCT	10-14-04	Ken McDonald	[Signature]	✓	✓	
ALL	Off-The-Job Safety (S)	NOV	11-5-04	Ken McDonald	[Signature]	✓		
ALL	Back Injury Prevention (S)	NOV	11-5-04	Ken McDonald	[Signature]	✓		
ALL	Security Plan Training (SEC)	NOV	11-5-04	Ken McDonald	[Signature]	✓		
ALL	Good Housekeeping (S)	DEC	12-6-04	Ken McDonald	[Signature]	✓		
ALL	Electrical Safety (S)	DEC	12-6-04	Ken McDonald	[Signature]	✓		

"L" = LAB/CHEMICAL TESTING EMPLOYEES:

L	Chemical Hygiene Plan (LS)	FEB						
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"O" = OFFICE STAFF:

		MONTH DUE	DATE HELD	EMPLOYEE'S SIGNATURE	TRAINER'S SIGNATURE	Discussion Column 1	Demonstrate Column 2	Test Column 3
O	Bomb Threat Procedures	APR			<i>NA</i>			
O	Office Safety (S)	APR						

"S" = SALES, "ER" = EMERGENCY RESPONSE

S	Customer Site Assessment (S)	JUN						
S-ER	Chlorine Safety Training Seminar	JUN	6-11-04	<i>Cancelled</i>	<i>[Signature]</i>	✓	✓	

"D" = DRIVERS, "P" = PLANT, "M" = MAINTENANCE, "ER" = EMERGENCY RESPONSE:

D	Drivers' Rules and Regulations (T)	JAN						
D	Pre-Trip Inspection of Vehicle; Daily Logs	FEB						
D	SOP for Loading /Unloading Tank Truck (P) Acid	MAR						
	Bleach	MAR						
	Caustic Soda	MAR						
D	SOP for all Paperwork (T)	APR						
D-P-M	Forklift Training Program (ST)	MAY	5-7-04	<i>Cancelled</i>	<i>[Signature]</i>	✓	✓	
D	SOP for Operating Boom Trailers	JUN						
D	SOP for Cargo Tank Inspection/Retest (T)	JUL						
D	Emergency Kit Training: Kit "A" - Cylinders	AUG						
	Kit "B" - Ton Containers	AUG						
	Kit "C" - Tank Car	AUG						
D-P-M	Machine & Equipment Lockout/Tagout (ST)	SEPT	9-17-04	<i>Cancelled</i>	<i>[Signature]</i>	✓	✓	
D-P-M	Material Handling Training (ST)	OCT	10-14-04	<i>Cancelled</i>	<i>[Signature]</i>	✓	✓	
D-P	Security Plan - DOT Specific (SEC)	NOV	11-5-04	<i>Cancelled</i>	<i>[Signature]</i>	✓	✓	✓
D-P-M-ER	Respiratory Equipment Training (S)(ST)	DEC	12-6-04	<i>Cancelled</i>	<i>[Signature]</i>	✓	✓	✓
	Escape Respirator	DEC	12-6-04	<i>Cancelled</i>	<i>[Signature]</i>	✓	✓	✓
	Half & Full-Face Respirator; incl. fit testing	DEC	12-6-04	<i>Cancelled</i>	<i>[Signature]</i>	✓	✓	✓
	SCBA; incl. fit testing	DEC	12-6-04	<i>Cancelled</i>	<i>[Signature]</i>	✓	✓	✓

"P" = PLANT, "M" = MAINTENANCE

		MONTH DUE	DATE HELD	EMPLOYEE'S SIGNATURE	TRAINER'S SIGNATURE	Discussion Column 1	Demonstrate Column 2	Test Column 3
P	SOP For Daily Scale Check (P)	JAN	1-16-01	Ka McMillan	[Signature]	✓	✓	
P	SOP for Requalifying Rejected Cylinders (P)	FEB	2-6-01	Ka McMillan	[Signature]	✓	✓	
P	SOP for Processing Cyl./Ton Containers (P)	MAR	3-6-01	Ka McMillan	[Signature]	✓	✓	
	Chlorine	MAR	3-12-01	Ka McMillan	[Signature]	✓	✓	
	Sulfur Dioxide	MAR						
	Anhydrous Ammonia	MAR						
P	SOP for Hydrostatic Testing	APR	4-9-01	Ka McMillan	[Signature]	✓	✓	
P - M	Mitigation Systems Training (S)	APR	4-9-01	Ka McMillan	[Signature]	✓	✓	
P	SOP for Reconditioning Chlorine Valve (P)	MAY	5-7-01	Ka McMillan	[Signature]	✓	✓	
P	SOP for Filling Storage Tanks: all products (P)	JUN	6-11-01	Ka McMillan	[Signature]	✓	✓	
P	SOP for Manufacture of:	JUL						
	Sodium Hypochlorite (P)	JUL	7-16-01	Ka McMillan	[Signature]	✓	✓	
	Aqua Ammonia (P)	JUL						
	Sodium Bisulfite (P)	JUL						
P	SOP for Loading/Unloading Tank Trucks (P)	AUG	8-13-01	Ka McMillan	[Signature]	✓	✓	
	Acids	AUG						
	Bleach	AUG	8-13-01	Ka McMillan	[Signature]	✓	✓	
	Caustic Soda	AUG	8-13-01	Ka McMillan	[Signature]	✓	✓	
	Chlorine	AUG						
	Other (Product:)	AUG						
P	Emergency Plant Shut Down (Power Failure)	SEPT	9-13-01	Ka McMillan	[Signature]	✓	✓	
P	SOP for Filling Drums & Carboys (P)	OCT	10-14-01	Ka McMillan	[Signature]	✓	✓	
	Acids	OCT						
	Bleach	OCT	10-14-01	Ka McMillan	[Signature]	✓	✓	
	Caustic Soda	OCT	10-14-01	Ka McMillan	[Signature]	✓	✓	
	Aqua Ammonia	OCT						
	Sodium Bisulfite	OCT						
P	SOP for Fuseplug Drill-Out Device cylinders & tons (P)	NOV	N/A					
M - P	Machine Guards (S)	NOV	11-5-01	Ka McMillan	[Signature]	✓	✓	
P	SOP for Railcar Receiving & Release (P)	DEC	12-6-01	Ka McMillan	[Signature]	✓	✓	

		MONTH DUE	DATE HELD	EMPLOYEE'S SIGNATURE	TRAINER'S SIGNATURE	Discussion Column 1	Demonstrate Column 2	Test Column 3
P	SOP for Railcar/Tank Truck Connection, Discharge & Disconnection (P)	DEC	12-6-04	Ka McDaniel		✓	✓	
	Chlorine	DEC	12-6-04	Ka McDaniel		✓	✓	
	Anhydrous Ammonia	DEC						
	Sulfur Dioxide	DEC						
	Caustic Soda	DEC	12-6-04	Ka McDaniel		✓	✓	
	Acids	DEC						

"M" = MAINTENANCE:

M	Confined Space Entry (S, M)	JAN	1-16-04	Ka McDaniel		✓	✓	
M	Electric Arc Welding (S)	MAR	3-12-04	Ka McDaniel		✓	✓	
M	Oxy-Acetylene Torch Equipment (S)	MAR	3-12-04	Ka McDaniel		✓	✓	
M	Ladders (S)	MAY	5-7-04	Ka McDaniel		✓	✓	
M	Line Breaking Permits (M)	JUL	7-16-04	Ka McDaniel		✓	✓	
M	SOP for Maintenance of Equipment (M)	SEP	9-17-04	Ka McDaniel		✓	✓	
M	Mechanical Integrity Program	NOV	11-8-04	Ka McDaniel		✓	✓	

"ENS" = ELEMENTARY NEUTRALIZATION SYSTEM**OPERATORS, "ER" = EMERGENCY RESPONSE:**

ENS	Elementary Neutralization System: Operations/Limitations (E)	JAN	1-16-04	Ka McDaniel		✓	✓	
ENS	Chemical Compatibility (E)	FEB	2-6-04	Ka McDaniel		✓	✓	
ENS	Chemical Hygiene Plan (LS)	MAR	3-12-04	Ka McDaniel		✓	✓	
ENS-ER	Hazardous Waste Operation (ST)	APR	4-8-04	Ka McDaniel		✓	✓	
ENS-ER	Decontamination (ST)	MAY	5-7-04	Ka McDaniel		✓	✓	

"ER" = EMERGENCY RESPONDERS:

		MONTH DUE	DATE HELD	EMPLOYEE'S SIGNATURE	TRAINER'S SIGNATURE	Discussion Column 1	Demonstrate Column 2	Test Column 3
ER	Basic Chemistry	JUN	5-11-04	Ka McMillan		✓		
ER	DOTs Emergency Response Guidebook	JUL	7-16-04	Ka McMillan		✓		
ER	Knowledge of Local Emergency Response Plan	AUG	8-13-04	Ka McMillan		✓		
ER	Knowledge of State Emergency Response Plan	AUG	8-13-04	Ka McMillan		✓		
ER	Knowledge of JCI Medical Surveillance Program	AUG	8-13-04	Ka McMillan		✓		
ER	Chlorine Training (ST)	SEPT	9-17-04	Ka McMillan		✓		
	"A" Kit	SEPT	9-17-04	Ka McMillan		✓	✓	
	"B" Kit	SEPT	9-17-04	Ka McMillan		✓	✓	
	"C" Kit	SEPT	9-17-04	Ka McMillan		✓	✓	
	Additional Equipment Training	SEPT	9-17-04	Ka McMillan		✓	✓	
	Drills (including Critiques):	SEPT	9-17-04	Ka McMillan		✓	✓	
	CHLOREP Training (CHLOREP Handbook)	SEPT	9-17-04	Ka McMillan		✓	✓	
ER	Sulfur Dioxide Training	SEPT	9-17-04	Ka McMillan		✓		
	Basic Information (ST)	SEPT	9-17-04	Ka McMillan		✓	✓	
	"A" Kit	SEPT	9-17-04	Ka McMillan		✓	✓	
	"B" Kit	SEPT	9-17-04	Ka McMillan		✓	✓	
	"C" Kit	SEPT	9-17-04	Ka McMillan		✓	✓	
	Additional Equipment Training	SEPT	9-17-04	Ka McMillan		✓	✓	
	Drills (including Critiques):	SEPT	9-17-04	Ka McMillan		✓	✓	
ER	Oxidizers/Ammonia/Acids/Caustics Training	OCT	10-14-04	Ka McMillan		✓		
	Basic Information (ST)	OCT	10-14-04	Ka McMillan		✓	✓	
	Drills (including Critiques):	OCT	10-14-04	Ka McMillan		✓	✓	
	Totally encapsulated suits	OCT	10-14-04	Ka McMillan		✓	✓	
	Salvage Drums	OCT	10-14-04	Ka McMillan		✓		
ER	Overchlorinated vat response	NOV	11-5-04	Ka McMillan		✓		
ER	Plug & Patch Kit	DEC	12-16-04	Ka McMillan		✓		

EMERGENCY RESPONSE PERSONNEL MUST RECEIVE 24 HOURS OF TRAINING INITIALLY AND 8 HOURS OF REFRESHER TRAINING ANNUALLY THEREAFTER

Refer to the following Manual Key: S=Safety, ST= Safety Training, LS= Lab Safety, T=Transportation, E=Environmental, P=Production, SEC=Security

SECURITY TRAINING

"ALL" = ALL JCI BRANCH EMPLOYEES

[illegible]

RECORD OF TRAINING

"HAZMAT EMPLOYEE"

as defined by 49 CFR 171.8

EMPLOYEE:

Ken McDonald

Page 1 Of 1

KEY	TRAINING	DATE	EMPLOYEE'S SIGNATURE	TRAINER'S SIGNATURE
This document summarizes training that may have been done to fulfill other training requirements. Training must be conducted every 2 years..				
A	Hazard Communication Program (Safety Manual - Includes Quiz)	1-16-04	<u>Ken McDonald</u>	<u>[Signature]</u>
A	MSDS (Safety Manual)	1-16-04	<u>Ken McDonald</u>	<u>[Signature]</u>
A	Personal Protective Equipment (Safety Manual)	3-12-04	<u>Ken McDonald</u>	<u>[Signature]</u>
P	Container Requalification (Production Manual)	2-6-04	<u>Ken McDonald</u>	<u>[Signature]</u>
A	General and Plant Safety Rules (Safety Manual)	8-13-04	<u>Ken McDonald</u>	<u>[Signature]</u>
A	Contingency Plan (Contingency Plan Manual and Safety Training Manual - Includes Quiz)	2-6-04	<u>Ken McDonald</u>	<u>[Signature]</u>
A	Spill Leak Guidelines (Environmental Manual)	9-17-04	<u>Ken McDonald</u>	<u>[Signature]</u>
A	Evacuation Plan (Branch Contingency Plan)	2-6-04	<u>Ken McDonald</u>	<u>[Signature]</u>
A	Transporting Hazardous Materials (Transportation Manual Ch. XIII)	10-14-04	<u>Ken McDonald</u>	<u>[Signature]</u>
PD	Material Handling Program (Safety Training Manual)	10-14-04	<u>Ken McDonald</u>	<u>[Signature]</u>
P	Railroad Operations (Production Manual)	12-6-04	<u>Ken McDonald</u>	<u>[Signature]</u>
PD	Loading/Unloading Tankers, Tank Cars, Trailers (Production Manual)	8-13-04	<u>Ken McDonald</u>	<u>[Signature]</u>
P	Container Filling (Production Manual)	11-14-04	<u>Ken McDonald</u>	<u>[Signature]</u>
D	Cargo Tank Inspection/Retest (Transportation Manual)			

EMPLOYER CERTIFICATION

I Scott Donahue certify that Ken McDonald has been trained
Branch Manager Hazmat Employee
and tested in accordance with the requirements of 49 CFR 172.704.

KEY: A - ALL
O - OFFICE

P - PRODUCTION/YARD
D - DRIVER

Indicate employee position by
circling

TRAINER:

Name Jerry Schaff

Address JCI
1919 Marine View Dr.
Tacoma, WA 98422

Rev. 5/18/98

ST-I-22